TECHNICAL ADVISORY COUNCIL
A Subcommittee of the Commission on Technology

Wednesday, January 11, 2012
10:00 AM - 2:30 PM

MARICOPA SUPERIOR COURT
Old Courthouse Building
125 W. Washington
Phoenix, AZ 85003

Conference Room OCH6 - Central

MEMBERS PRESENT	MEMBERS ABSENT
Steve Ballance	Mohyeddin Abdulaziz
John Barrett	
Ron Bitterli	
Valarie Burns	
Karl Heckart, Chair	
Jennifer Gilbertson	
Randy Kennedy	
Cary Meister	
Jared Nishimoto	
Eloise Price	
Rick Rager	
Kyle Rimel	
James Towner	
Thomas Watson	

GUESTS	AOC STAFF
Norman Davis, *Maricopa Superior Court*	Stewart Bruner, *ITD*
Charles Drake, *PCCJC*	Melissa Hinojosa, *ITD*
Nick Felber, *Yuma Superior Court*	Steven Scales, *ITD*
Rona Newton, *Pima Juvenile Court*	Jethro Sheridan, *ITD*
Jim Putz-Artrup, *La Paz Superior Court*	
Marcus Reinkensmeyer, *Maricopa Superior Court*	
Kevin Westover, *Maricopa Superior Court*	

* indicates appeared via telephone

TAC MEETING MINUTES

WELCOME, INTRODUCTIONS, AND OPENING REMARKS | Karl Heckart

Karl Heckart, chair of the Technical Advisory Council (TAC), called the meeting to order at 12:45 PM. Staff confirmed that a quorum existed. The meeting followed a morning tour of the new criminal court tower being constructed for Maricopa Superior Court and scheduled to open on February 21, 2012. Karl introduced Presiding Judge Norm Davis and Court Administrator Marcus Reinkensmeyer from Maricopa Superior Court. They each shared some thoughts about the $340M criminal tower and the process of constructing it, before answering members' questions.

The chair then requested discussion or a motion regarding the minutes of the October 7th TAC meeting.

MOTION	**A motion was made and seconded to accept the minutes of the October 7, 2011, TAC meeting. The motion passed unanimously.**	

UPDATE | STATEWIDE WARRANT PROCESSING INITIATIVE | Steven Scales

Steven Scales, Architecture Manager at the AOC, oriented members to a project being undertaken in conjunction with the Arizona Criminal Justice Commission (ACJC) to identify and study problems with current warrant processes and systems throughout the state in an attempt to standardize processes, streamline workflow, and reduce problems. Meetings with stakeholders in cities and counties have revealed agreement that change is badly needed. Steve listed detailed findings from the meetings held thus far. The next steps are to develop a high-level process, architecture, and roadmap; align policies; and create a migration path from current systems. Karl clarified that the goal is not to create a new repository but to get agreement on the single authoritative source in the state for warrant information. Steve is scheduling a meeting of statewide stakeholders in the next few months to share the findings. He requested members' aid in locating the correct attendees from their cities and counties. Members shared various horror stories related to warrants and warrant processing.

UPDATE | REPORT FROM ANNUAL COUNTY CIO MEETING | Karl Heckart

Karl reminded members that he had agreed to hold meetings with county CIOs to share priorities and pain points. This year's meeting was held on October 25. He shared key topics discussed including managing the explosion of personal devices on business networks, hardware consolidation and virtualization, counties' desire to get beyond VOIP to unified communications, the difficulty of hiring and keeping technical staff, the desire to share applications across county lines, and the possibility of sharing domains between counties and the AOC. He shared concern over some risks to courts that stem from CIOs being pressured by county leadership to cut maintenance contracts and how short staffed some county IT functions around the state have become as the difficult budget climate has persisted while the economy begun to show some improvement.

UPDATE | KEY PROJECT UPDATES | Karl Heckart

Karl provided brief updates on the progress of certain state-level initiatives, including:

- Resource Constraint Identification – CACC has been directed by COT to quantify the resource conflicts that affect project completion timelines. A couple of members commented on the relative ineffectiveness of the effort due to the assumption that resources are the problem rather than project complexity or business scope. Karl emphasized the goal of quantifying the business value of project work and enhancements rather than continuing to take a "me first" approach to priority setting among the various constituencies in the courts.
- AZTurboCourt – Progress continues to be made on various projects in various jurisdictions. The next frontier will be judge automation. In that area, AOC is investigating the Maricopa Clerk's Foundation system as well as Florida's "Manatee" system, but really needs a panel of judges to weigh in on the effectiveness of any candidate system. Work continues on fillable forms for domestic relations filing. A decision needs to be made about whether criminal e-filing will take place within AZTurboCourt or via a separate system for the convenience of prosecutors and defenders.
- Fee-Based Access RFP – AOC is preparing a solicitation for a vendor to provide paid access to court documents and real-time access to bulk data by subscription. The goal is to have the contracted facilities up and running this year.
- Online e-Citation Payment – No decision has yet been made about the best way to centralize and standardize the online payment process. It may be combined with the re-bid of the FARE collections work later this year. Members emphasized that local jurisdictions are not waiting for an AOC solution because the revenue added outweighs the risk of conversion to any eventual statewide system.
- Case Management Systems – AJACS 3.7 is nearing implementation in GJ courts. Pinal is the pilot court for the ADRS functionality provided in that release. Mesa is continuing to work on the specifications for AZTEC replacement functionality in Release 3.9 and the large volume enhancements in Release 3.10.
- Probation Automation –APETS porting from Informix to SQL is nearing completion. Pima's JOLTSaz implementation with AGAVE is moving from February to April.
- DPS e-Citation Rollout – The disagreement over certain data fields that has halted implementations is resolved and will be addressed by programming changes at DPS. The rollout plan will resume where it left off once changes are tested successfully.
- ACJA Technical Standards – Staff member Stewart Bruner announced that the technical standards discussed in previous TAC meetings, ACJA Sections 1-507, 1-504, and 1-506, were approved by AJC last month along with the recent addition of 1-501 and will be issued shortly.

REVIEW / APPROVE	FY12 ARCHITECTURE TARGETS TABLE UPDATE	Steven Scales

Steven Scales, briefly reviewed changes made to the architecture table as a result of discussions at the October meeting. He then highlighted concerns raised since the meeting about appropriately categorizing Silverlight and the continued request to allow secure FTP for production data transfers. Steve asked what issues prevented approval of the proposed revisions to the table of architectural standards. Stewart clarified that review is required every two years at the latest, but possible at any time following approval. Discussion focused on Kyle Rimel's

request that SecureFTP be added since a prominent vendor of Mohave's cannot perform scheduled data transfers via MQ. Steve reminded Kyle that an exception process exists. Members recognized the challenges caused by forcing traffic to MQ, but agreed to leave the requirement as written.

| MOTION | **A motion was made and seconded to approve the revisions to the enterprise architecture table including the changes made following the October 7, 2011, TAC meeting. The motion passed with 1 nay vote.** | |

The table will go to the next meeting of COT for their approval.

| UPDATE | **TIMELINE FOR IT STRATEGIC PLANNING EFFORT FOR FY13-FY15** | Stewart Bruner |

Stewart Bruner, wearing his other hat as IT strategic planning manager at AOC, outlined the activities and timing involved in the planning process this year. He reminded members that COT has changed the frequency of plan submittals for the rural counties to every other year – those being asked for plans this year were skipped in last year's cycle – in recognition of the limitations on both dollars and resources in the counties. Stewart informed members of an important change to the software inventory table made to capture local application details, especially bolt-ons that reside in individual courts. This information is required to be submitted with the final plan by March 16. Steve Scales then shared the background of the effort to identify bolt-ons and the need to register them with the AOC since they touch statewide applications and/or data. Steve displayed a draft registration document that will be provided to owners of bolt-ons showing both restrictions and requirements. He stated that meeting certain requirements could take some time for some counties that currently have a large number of bolt-ons.

| **CALL TO THE PUBLIC** | Karl Heckart |

After hearing no further discussion from members or the public, Karl adjourned the meeting at 2:50 p.m.

| **Upcoming Meetings:** | February 3, 2012 | AOC – Conference Room 230 (likely cancelled) |
| | April 6, 2012 | AOC – Conference Room 230 |

| **MEETING ADJOURNED** | 2:50 PM |